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AGENDA

Career Service Panel
Office of Research and Development
9 April 1973

0900

Room 607 - Conference Room

1. Review of agenda for 9 April 1973
2. Review of minutes for 21 February 1973
3. Review of minutes for 12 March 1973
4. Report from Chief, Support Staff/ORD
5. Report from Chairman, CSP/ORD
6. Report from Fitness Report Committee

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7. Competitive Evaluations - GS-12s
(Final)
8. Competitive Evaluations - GS-13s
(First discussion)
9. Nominee for Executive Seminars - 1974

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10. Approval - Request for Training
Technology Forecasting Workshop
\$575 plus per diem and travel

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11. New business
 - a. Career Status Employees

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CAREER SERVICE PANEL
OFFICE OF RESEARCH AND DEVELOPMENT
9 April 1973

Attendees:

Chairman

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Executive Secretary

Recording Secretary

1. The meeting was called to order at 0905 hours by the Chairman.

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2. There were no changes to the agenda for 9 April 1973.

3. [] asked the Recording Secretary to make it a matter of record that the material for each CSP meeting now being placed in the new CSP handbooks is a much better method of distribution as all the information needed is essentially in one place.

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4. [] moved to approve the minutes of the Special Session, CSP on 21 February 1973 as written. [] seconded the motion. Panel members concurred.

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5. [] expressed his concern about the handling of the minutes for 21 February 1973. He stated that these minutes were the most sensitive to come out of the CSP on employees. [] cautioned the members to handle their handbooks which contain copies of these minutes with the utmost care.

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6. [] moved to approve the minutes of 12 March 1973 as written. [] seconded the motion. Panel members concurred.

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7. [] reported the following:

ADDITIONS:

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[] Phys. Scientist-Res., GS-14, step 6 transferred from FMSAC to IP&A/ORD on 1 April 1973.

PROMOTIONS:

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[] Secretary Steno, Life Sciences Division/ORD from GS-5 to GS-6 on 1 April 1973.

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7. (Continued)



QSIs:
None

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REASSIGNMENTS:

[REDACTED] EO/ORD, GS-15 to Office of Training on 9 April 1973.

REASSIGNMENTS WITHIN ORD:

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[REDACTED] Computer Programmer, GS-13 from IP&A/ORD to DS&P/ORD.

RETIREMENTS:

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[REDACTED] GS-8, Chief, Registry/ORD retired on 23 March 1973 (Disability)

RESIGNATIONS:

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[REDACTED] GS-14, Phys Scientist Res., DS&P/ORD submitted resignation effective 30 June 1973.

TDY ASSIGNMENTS:

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[REDACTED] GS-14, Phys. Scientist Res., TA/ORD will be assigned on a loan basis to the Office of ELINT effective 2 April 1973 for a six-month period.

SPECIAL NOTE:

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[REDACTED] (Life Sciences) from (Office of Medical Services) returned to OMS on 1 April 1973. Senior Psychologist and Project Officer. With ORD from 7 September 1971.

TRAINING NOTES:

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[REDACTED] GS-15, C/PD/ORD has been selected by the Agency Training Selection Board as an alternate to attend the Federal Executive Institute-1973. More information on this to come.

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8. [REDACTED] inquired about the memorandum he had written on [REDACTED] asking that his conversion to Career Employee status be postponed until 1 December 1973. [REDACTED] told the Panel that the memorandum had been sent to Dr. Stevens for signature. No action has been taken to date because Dr. Stevens would like to discuss this further with those concerned.

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9. [REDACTED] was asked to explain about [REDACTED] detail to OEL.

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[REDACTED] Negotiations were started on this detail several months ago whereby ORD wanted to start an exchange program with those organizations working with ORD in order to help establish a good working relationship at the higher grade level. We offered [REDACTED] as a possibility to OEL. They thought about it for a couple of weeks, and then they got enthusiastic about the idea. At the time they got enthusiastic, we became less

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9. (Continued)

[] (Cont'd)

enthusiastic because our workload was getting tougher. Finally, it came down to the point where OEL said ORD made an offer and we accept, so ORD couldn't back down. A memorandum was sent over to OEL, signed by Dr. Stevens to the effect that [] will be assigned on a loan basis for six months, and he will continue to be slotted against ORD's TO. At the end of six months, both OEL and ORD will reconsider the assignment as we may actually loan [] to OEL for a year - at least that is how we approached it. OEL has promised that [] assignments will be very worthwhile, and he will get exposure in diverse areas. From that viewpoint, I think it is very worthwhile, but with any reorganization there is no telling what it would mean.

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[] Are they going to send ORD someone from OEL.

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[] There is a lot of conversation on that, and it boils down to, "Well they really couldn't, and they had loaned []..."

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[] This is typical of ORD. It always seems to be a unilateral type of thing. We are always giving people to other offices, but we seldom get someone in return. This exchange is a good thing, but it should be a "two-way street."

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[] Life Sciences has taken people from OMS, TSD, and OSI on temporary detail.

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[] Nick, none of us disagree with you. However, OEL in past discussions has said that "ORD people don't understand collection; you haven't had enough exposure..." I don't believe that but, in any event, to take care of this sort of thing, ORD thought it best to work out a way to send some of our men over there for some exposure. We have all voiced a real desirability of trading people and someone has to make the gesture.

10. Report from the Chairman:

CAREER DEVELOPMENT PLAN: There has been no action by the D/ORD in regard to this.

ORD/CSP Minutes - 3 April 1973: The minutes of this special session are being reviewed by Dr. Stevens as he attended this meeting. These minutes are very sensitive and will be handled in the same manner as those for the 21 February 1973 session.

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11. The CSP members heard a short status report from [] on the progress of the Fitness Report Committee.

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[] We now have a draft of a proposal, or critique, and a review will be made by the other committee members. I feel that the first cut of this document should be slanted to the professional personnel, GS-11s and above. The total action should be applied to all of ORD. I feel that there should be a division of this task and those people under the Special Panel should be handled separately.

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[] As Chairman of the Special Panel, I can tell you that the Special Panel is using the same kind of approach to career development for the secretarial and clerical personnel as the CSP is using for the professionals.

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[] Shall we then proceed on the assumption that the Special Panel will be handling those employees below GS-11?

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[] Yes.

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[] A committee report on fitness reports will be completed in a couple of weeks.

12. The CSP then reviewed the second ranking results on GS-12s. (Copy Attached)

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[] It is interesting to add these results up and see the deviation from the average mean as follows: 1) [] deviated only two points away from the mean, 2) [] with -our points, 3) [] with eight points, 4) [] and [] were next with ten points, 5) [] was next with 12 points, and 6) [] with 16 points.

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[] The biggest discrepancy in the new ratings is that two of the CSP members graded [] #3 on the list [] Did the rest of us seriously misjudge him?

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[] The greatest dispersion was [] with 14 points away from the average. These deviation results reflect where the dispersion is. [] is worse than [] [] is next on the list, [] is next, [] next, [] follows that, [] is tight. [] is slightly worse than [] only had one point which deviated him from the last position, [] had three, [] was four points away, with [] fifth. We have to look at this. We have to develop our methodology.

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[] Then, there is danger we are misjudging [] and [] This is an alert. I would then suggest that this be made a part of the minutes that ORD/CSP members should make a greater attempt to know [] and [] before the next competitive evaluation.

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12. (Continued)

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DISCUSSION ON []

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[] has been away for a year in training getting his doctorate, and it seems he is being penalized because of that. If ORD is paying for [] to go out and get this training, he wasn't a problem. There is no way I could envision anybody rating [] #7 or #8. I rated him based upon not what he did in the past year, but what he did in the previous years.

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[] How would you compare [] situation with that of [] who was sent out to get more training in order to "retread" his qualifications?

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[] Is it the impression of the Panel that [] is being "retreaded" and this is the purpose of ORD allowing him to get his doctorate? If it is, [] has come a long way down since I knew him in RP/ORD. He was one of the best up-and-coming young professionals. There seems to be something drastically wrong with this current rating.

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[] When does he get out of school?

[] He is out now. He hasn't received his doctorate yet. He is preparing his dissertation; he has all of his research done. He is on leave now. His immediate supervisor is []

13. [] stated that there has been no good clarification ever given to the CSP members as to whether the CSP was talking literally about competitive evaluation performance as of now, a promotion list, or a projection where the man is going in ORD. He further stated that in view of what ORD has just been through in declaring people excess, we need clarification on this.

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14. [] pointed out to [] that [] and his Evaluation Criteria Committee had prepared the Professional Ranking Evaluation Criteria which was approved as guidelines for the CSP in September 1972. The approval of the Ranking List and Promotability List was done by the CSP in October 1972.

15. [] questioned the members as to what they were going to do about the first five men on the GS-12 ranking list. He asked about the promotability list. [] also questioned the Panel about what they were going to do about the men on the bottom of the list.

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16. [] was told that the CSP had adopted a new procedure on competitive evaluation which was approved by the CSP in March 1973 which called for a 2-month exercise on ranking and promotability.

17. The Chairman directed that discussion on the Promotability List for GS-12s be made a part of the Agenda for the May meeting.

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18. [] moved that the current competitive evaluation ratings on the GS-12s be accepted as published.

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[] seconded the motion. Members concurred.

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19. [] asked that his objection be made part of the record which was the CSP was promiscuous in their evaluation of ORD people. He felt the Panel was trying to get rid of the evaluation without discussion.

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20. Panel members and the Chairman asked [] whether he had reviewed the minutes for the last two CSP meetings in which discussion had taken place, and the changes in procedure of ranking and promotability had been made.

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21. [] requested that his objection remain part of the record, perhaps substituting capricious and arbitrary for the word promiscuous as stated in Item 19.

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22. The CSP then reviewed the compilation of data on the Competitive Evaluation of GS-13s and discussion followed. (Copy attached)

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[] I think [] should be considered higher than []

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[] produced more in terms of product than [] I feel they are both going to be supergrade material. They are both very strong and capable men.

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[] has had program difficulties not of his doing. He also moves around and has more contacts in government and industry than most people in the GS-12 - GS-13 status. [] is somewhat naive at this point in time. He has never been "thrown out in the market place" so to speak. [] is very versatile, cool, sharp and aggressive. He has a bad weakness in that he acts as if he is still in the Navy taking orders from a commanding officer. He is very narrow in his approach and response to direction and supervision. He doesn't generate nearly as much on his own as he is capable of doing.

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[] I disagree with that. He has shown his ability to study a problem and come up with a solution. I don't think he is narrow.

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25X1A9A22. (Continued)

[redacted] There isn't too much difference as far as the first three men on this list.

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[redacted] The first four are very close.

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[redacted] I can't put [redacted] in the same class with these people.

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[redacted] [redacted] are one type; [redacted] are another type. We should worry about the men from #5 down.

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[redacted] We will have to consider [redacted] as the bottom men on the list as [redacted] is not with us but [redacted] is.

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[redacted] It is very simple to understand why [redacted] is way down the list. People don't know him.

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[redacted] You better worry about him.

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25X1A2D2

25X1A5A2

[redacted] He is not GS-13 material, and I was disappointed he was not downgraded.

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22. (Continued)

[REDACTED]

[REDACTED] We will have to watch this situation very closely. If we have any intentions of severance, we should see that he is informed of it. 25X1A9A

25X1A2D2

25X1A2D2

[REDACTED] He has a job in my division as a systems programmer for [REDACTED], and if [REDACTED] goes, he will too. He has not demonstrated competence of any sort as a project officer in computer work. 25X1A9A

[REDACTED] He was not cut for incompetence; he was declared surplus. 25X1A9A

[REDACTED] But you are not arguing about his position as #8 on the list? 25X1A9A

[REDACTED] What we have just said justifies his being #8 on the list --it makes the case. He did attempt to become a project officer and didn't make it.

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[REDACTED] He is not motivated very much, he does his job.

[REDACTED] Bob, as you say he did do the job but when did you notice he was not performing as well as he should?

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[REDACTED] I don't know. I think he should never have been promoted to a GS-13. 25X1A9A

[REDACTED] When was he promoted?

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[REDACTED] He was promoted in January 1972.

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[REDACTED] On or about that time, [REDACTED] came to me and told me about the illness of his son.

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23. [REDACTED] stated he wanted to review the people on the GS-13 list and determine if there is any difficulty with regard to their position or lack of information when compared to the judgment that CSP members have made relative to them. The review of GS-13s continued.

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[REDACTED] We have touched on [REDACTED]

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[REDACTED] Bob, why would you rate [REDACTED] higher than [REDACTED]

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[REDACTED] He is working on his Ph.D and knows how to use his training.

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[REDACTED]

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23. (Continued)

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[] Aren't you talking about his capability in terms of what he has done?

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[] I am not aware of anything [] has done. He did attend an MIT course last summer. I don't know what the result has been. I just don't see [] as a solid professional engineer.

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[] [] is a field engineer - not a professional. If you grade him with this particular group, he would have to come down on the end of the list. If I had a field exercise, I would want [] If ORD requires field engineer talent, we should have [] If we don't we should put him in an area where he can operate.

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[] Why did you rate [] #5, []

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[] I talked to [] I have confidence in [] evaluation of people. I looked at the ratings done last year. I rated him inordinately high last year. The sort of things that [] was doing impressed me because he is one of those men who is constantly being penalized because he is an introvert. But that is part of the game--I am not knocking it. [] is a solid professional and has done a good job in the old Analysis group.

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[] is next on the list.

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[] is under the gun with his project, and it will be interesting to see if he can carry it off. Because of the press of other things going on, he hasn't had too much senior support in what he is doing, and he is trying to carry on in a very independent fashion a very complex mode of management of military, Agency and contractor interfaces. I don't think too many men would carry it off that smoothly, especially without a budget. He is being challenged in a very comprehensive way with this. I basically agree - I haven't seen any great engineering accomplishments. On the other hand, he is a hard worker, has pushed hard, and has identified a lot of problems. He has been able to do a good job in interfacing field support work. He is being challenged and in another two weeks I think we will have a better way of determining whether he is a good GS-13 or not.

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24. [] then attended the meeting and gave the CSP members more information on the reorganization of ORD.

25. Discussion then continued on []

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[] (Addressed to []) Did you rate [] against the anticipated challenge or compared it to what he is doing now?

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25X1A9A 25. (Continued)

[redacted] In comparing him to other people on the list, I made a mistake. I don't know [redacted] I am going to change [redacted] rating. As to the question of my opinion on [redacted] and [redacted] as compared to [redacted] -- I don't know enough about them. The image [redacted] project externally don't do much for me. The image they project is a lot worse than [redacted]

25X1A9A [redacted] I would like a little bit of information on

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[redacted] described the work [redacted] has been doing on [redacted] and then compared his work to the work done by [redacted] He is a solid GS-13 but has not displayed the sort of initiative needed for a GS-14. As far as a criteria of accomplishments, there is no one on the GS-13 list that has accomplished more. He is innovative in conceiving new things to do - new projects. Give [redacted] a job to do, and he will do it in a professional sort of way.

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26. [redacted]

[redacted] He is an enigma as far as I am concerned.

[redacted] He did a good presentation and demonstration for the Projects Review Board. He is confident and gives positive answers. He presents a good outward appearance.

[redacted]: What was your comparison as to [redacted] versus

[redacted] has demonstrated his potential. [redacted] has potential but he hasn't really demonstrated that potential.

[redacted] has been working on [redacted] which are successful, and TSD has purchased some for use in the field. He did that facsimile work with [redacted] which was very successful. [redacted] have written an excellent report on getting the collections technology underway.

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25X1A9A 27. [] asked the CSP members if there was any 25X1A9A
real disagreement concerning the first four on the GS-13 list,
not necessarily in the order: []

[] felt that it was very clean cut. Most of the
members concurred that there was no argument with these ratings.

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28. [] asked the CSP members to revise their GS-13
ranking sheet accordingly and submit the promotability list
with this sheet for the next meeting. He also asked the
members to do what has been suggested time and time again.
He asked the supervisors to look at their men and ask themselves
if they are giving them the attention they need. He further
stated he would like the members to come in and say that they
are; if they are not, he asked the members to make recommendations
for the employee's career development. [] stated he 25X1A9A
thought there should be recommendations for each man.

29. There were no ORD nominees for the Executive Seminars -
FY 1974. 25X1A9A

STAT 30. [] moved to approve the training request for
the Technology Forecasting Workshop, sponsored by the 25X1A9A
[]
[] from 10 June - 15 June 1973. []
seconded the motion. All members concurred.

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31. [] moved to recommend approval for
employees listed in Attachment A & B of DD/S&T-939-73, dated
30 March 1973, to Career Employee status. (Copy of A & B
attached). [] seconded the motion. All members
concurred.

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32. [] stated to the Panel members that all
promotion recommendation paperwork on GS-12s should be submitted
for the May meeting.

33. The next meeting for the CSP was scheduled for
7 May 1973.

34. Meeting adjourned at 1140 hours.

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[]
Executive Secretary, CSP
Office of Research and Development

APPROVED:

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[]
Chairman, Career Service Panel/ORD

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CAREER SERVICE PANEL
OFFICE OF RESEARCH & DEVELOPMENT

COMPILATION OF
COMPETITIVE EVALUATION DATA

GS-12s

9 April 1973
(FINAL)

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SECOND
RANKING RESULTS

GS-12s

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RANK	Breakdown of Ranking									
	1	2	3	4	5	6	7	8	9	
1		6	0	0	0	0	1	0	0	0
2		0	3	1	2	1	0	0	0	0
3		0	3	2	0	0	2	0	0	0
4		0	0	1	3	3	0	0	0	0
5		1	0	1	2	0	0	3	0	0
6		0	1	0	0	2	3	1	0	0
7		0	0	2	0	1	0	3	1	0
8		0	0	0	0	0	1	0	5	1
9		0	0	0	0	0	0	0	1	6

CSP/ORD
9 April 73

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SUMMATION OF SECOND REVIEW RESULTS ON GS-13
RANKING WORKSHEETS DONE BY CSP/ORD

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							TOTAL
1	1	1	1	1	1	6	12/1
4	4	2	5	3	2	2	22/2
2	6	3	2	2	6	3	24/3
3	5	5	4	5	4	4	30/4
7	7	4	7	4	3	1	33/5
5	2	6	6	6	5	7	37/6
8	3	7	3	7	7	5	40/7
6	8	8	8	8	9	8	55/8
9	9	9	9	9	8	9	62/9

*Revised sheet attached

CSP/ORD
9 April 1973

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CAREER SERVICE PANEL
OFFICE OF RESEARCH & DEVELOPMENT

COMPILATION OF
COMPETITIVE EVALUATION DATA
GS-13s

9 April 1973
(First Discussion)

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RANKING RESULTS

GS-13s

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RANK	Breakdown of Ranking								
	1	2	3	4	5	6	7	8	9
1		2	4	1	0	0	0	0	0
2		3	3	0	0	1	0	0	0
3		2	0	2	3	0	0	0	0
4		0	0	4	2	0	1	0	0
5		0	0	0	1	3	2	1	0
6		0	0	0	1	1	3	2	0
7		0	0	0	0	2	1	3	1
8		0	0	0	0	0	0	5	2
9		0	0	0	0	0	0	1	1

CSP/ORD
9 April 1973

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SUMMATION OF RESULTS ON GS-13 RANKING WORKSHEETS DONE
BY CSP/ORD MEMBERS

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								Total	RANK
	2	2	1	1	2	3	2	13	1
	1	1	2	2	1	2	5	14	2
	3	6	3	4	3	4	3	26	4
	6	7	7	5	6	6	4	41	6
	9	8	8	9	8	8	8	58	8
	8	5	5	6	7	7	7	45	7
	5	4	6	7	5	5	6	38	5
	7	9	9	8	9	9	9	60	9
	4	3	4	3	4	1	1	20	3

CSP/ORD
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